

Agenda Item Form

Agenda Date: 09/28/04

Districts Affected: N/A

Dept. Head/Contact Information: Mayor & Council, Joe Wardy, (915) 541-4145]

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input checked="" type="checkbox"/> Other <u>Appointment</u> | | |

Funding Source:

- ☒ General Fund
☐ Grant (duration of funds: _____ Months)
☐ Other Source: _____

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

To fill the position of City Manager on a permanent basis

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Salary and benefits

Statutory or Citizen Concerns:

None anticipated

Departmental Concerns:

None anticipated

04 SEP 28 AM 09:10

MOTION

September 28, 2004

Motion made, seconded and carried that Joyce A. Wilson be appointed City Manager, effective September 28, 2004 at an annual salary of \$165,000 and other terms and benefits as specifically set out in the Employment Agreement which is herein incorporated as if fully set forth.

Richarda Duffy Momsen
City Clerk

JOYCE A. WILSON

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

SUMMARY

Nationally recognized leader with nearly 20 years of extensive local government management experience at senior management and executive levels. Have served as the deputy county manager, chief operations officer, and city administrator in various cities and have been responsible for the full staff as well as budget. Experience working in demographically diverse areas and in international settings. Specific areas of expertise include exemplary fiscal management and high-performance, customer-focused service delivery, community capacity building, internal and external communications, economic development and community revitalization. Have overseen significant infrastructure investment efforts in rapid growth communities as well as those experiencing substantial economic decline and decay.

PROFESSIONAL EXPERIENCE

Arlington County, Virginia

October 2002 – Present

Deputy County Manager/Chief Operations Officer

Responsible for all day-to-day operations for full-service Virginia county government with a 200,000 residential population and approximately 200,000 day time employees. Duties include general oversight of 16 departments, coordination with local courts operations and other constitutional officers. Total operations consist of 3000+ full-time employees and a combined annual operations and capital budget of \$675 million. County is located in the Washington, DC metropolitan region, with a total population in excess of 4 million and the primary seat of all federal government governance and operations.

Yuma, Arizona

July 1994 – October 2002

City Administrator

Chief Administrative Officer for all city government operations for a full-service municipality in the southwest corner of Arizona, near the U.S./Mexican border. Responsibilities include management of 1100+ employees and a combined operations and capital budget in excess of \$110 million. Yuma has a year-round population of 85,000, plus a winter population of nearly 80,000, including many day-time Mexican nationals who cross daily for work-related purposes.

Assistant City Manager/Chief of Staff, Richmond, Virginia

January 1991-June 1994

Senior Assistant to City Manager, Richmond, Virginia

July 1989-January 1991

Executive Staff Assistant to City Manager, Richmond, Virginia

1984-1988

Responsible for all human services portfolio and public safety operations, including juvenile justice system activities, as well as internal management activities within the City Manager's Office, as Assistant City Manager and Chief of Staff. Involved in major public policy initiatives and oversaw development of City Council agenda in capacity as Senior Assistant to City Manager. Specific accomplishments include an intensive community based juvenile intervention model, minority contracting initiatives, neighborhood services innovations, and enhanced public health and community-based health services for lower income citizens.

Planning and Research Associate
Cambridge Community Services, Cambridge, MA

Aug. 1988-June 1990

EDUCATION AND TRAINING

1989 MPA, John F. Kennedy School of Government, Harvard University
1988 B.S. in Business Administration, Major in Economics, Virginia Commonwealth University
School of Business
1991-1994 Kellogg National Fellowship Program, Kellogg Foundation
1992 Communications Excellence Institute, San Dimas, CA
1990 City of Richmond Management Academy

PROFESSIONAL AFFILIATIONS

Member, International City Management Association
Member, American Society of Public Administration
Member, National Civic League
Member, Virginia Local Government Management Association
Part-Time Instructor, University of Phoenix and Webster University (not presently active)
Executive Committee, Arlington County Chapter United Way
Previously active in Salvation Army and Boys and Girls Club as Board Member and
Fund Raising Efforts
Charter Member of the Committee to Construct the Yuma Catholic High School

AWARDS AND RECOGNITIONS

Yuma Chapter, NAACP for Leadership Efforts Contributing to Affordable Housing, 2002
2002 Crystal EGRET Award for Recognition in Promoting Tourism Efforts, Yuma
Convention and Visitors Bureau
1999 Salvation Army Christmas Campaign Chairman Recognition
American Society of Public Administration Superior Service Award in Management
Category, 1999
International City Management Association Award for Program Excellence in Citizen
Participation, 1999
International City Management Association Award for Management Excellence in
International Relations, 1999
International City Management Association Award for Excellence in Management at
An Assistant's Level, 1993
Virginia Commonwealth University Presidential Scholar
Charles Thalheimer Scholarship, Virginia Commonwealth University
Wall Street Journal Award, Virginia Commonwealth University